



CITY OF HOUSTON

Job Posting

SL/CMD

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Applications accepted from:

Job Classification

Posting Number

Department

Division

Section

Reporting Location

Workdays & Hours

ALL PERSONS INTERESTED

ENGINEER

PN# 106652

Department of Public Works & Engineering

Planning and Development Services

Office of the City Engineer

3300 Main*

M-F, 8 A.M - 5 P.M*

*Subject to change

9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**

Coordinates a variety of engineering activities and personnel to identify, evaluate, manage and monitor the floodplain areas in the City of Houston. Reviews and monitors work activities of personnel to coordinate and implement codes, ordinances and technical specifications for the National Flood Insurance Program (NFIP) and the Community Rating System (CRS) Program to assure conformance with plans and specifications. Reviews construction plans for compliance with NFIP, FEMA and City Ordinances. Researches and evaluates plans, specifications and drawings. Plans, organizes, conducts and reviews various types of inspections, such as floodplain areas, permitted structures, manholes, illegal fill sites and new construction or construction revisions, for compliance with specifications. Performs inspections, identifies problem areas and recommends solutions. Meets with general public, engineers, contractors, developers and other government entities to respond to inquiries and technical problems. Performs record keeping activities to maintain filing system, reports and documentation for the Floodplain Management Office.

10 **WORKING CONDITIONS**

Will require standing, walking, and include whatever means necessary to climb stairs and the ability to perform and negotiate field hazards.

11 **MINIMUM EDUCATIONAL REQUIREMENTS**

Requires registration as a Professional Engineer in the State of Texas.

12 **MINIMUM EXPERIENCE REQUIREMENTS**

Requires four (4) years of professional engineering experience.

13 **MINIMUM LICENSE REQUIREMENTS**

Requires registration as a Professional Engineer in the State of Texas with a specialty in hydrology and drainage issues. A Valid Texas driver's license and compliance with City of Houston's policy on driving (AP 2-2) are also required.

14 **PREFERENCES**

The ability to work effectively with Microsoft Office applications including Excel, Access and Word. Certification as a Nationally Accredited Certified Floodplain Manager (CFM) or certification as such acquired within the 1st 11 months in position plus 1-2 years of experience in working in floodplain management, a flood insurance program and/or community rating system program.

SELECTION/SKILLS TESTS REQUIRED

None

However, the Department may administer a skill assessment evaluation.

16 **SAFETY IMPACT POSITION**

☒Yes ☐No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

17 **SALARY INFORMATION**

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is:

Salary Range – Pay Grade 26

\$1,587 - \$2,511 Biweekly

\$41,421 - \$65,537 Annually

18 **OPENING DATE**

September 7, 2005

19 **CLOSING DATE**

Open Until Filled

20 **APPLICATION PROCEDURES**

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, First Floor. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD (Telephone Device for the Deaf) is (713) 837-9471.**

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